

Physical Inspection Report

Note: This package contains two sets of multi-part forms — a set for page one and a set for page two. Be sure to separate the two sets before you begin the forms.

U.S. Department of Housing
and Urban Development
Office of Housing
Federal Housing Commissioner

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OIM No: 2502-0369 (Exp. 9/30/90)

Report Date 08/06/90	Date Report Made 08/17/90	Report Prepared By: <input type="checkbox"/> HUD <input checked="" type="checkbox"/> Mortgagee (Enter Company Name) Benton Mortgage Company
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Part A: Basic Data	
1. Project Name Brick Towers	2. Owner's Name Brick Towers Associates
3. Agent's Name B.T.A. Properties	4. Resident Manager's Name Mattie Lundy
5. PHA Number 031-10516	6. Mortgage No. 49528-999
7. No. of Units Total 321 Vacant 8	8. Last Quarter Averages Monthly Turnover 1 (Units) Days Vacant/Unit 30 (Days) Unit Ready Time 2 weeks (Days)
9. Name and Title of Owner Representative Accompanying You on Inspection Mattie Lundy Asst. Manager James Key Maint. Super. (2mos.)	

Part B: Physical Condition. Indicate the physical condition of each item. If maintenance is needed, describe the problem/need in Part E of this report. Mortgagees need not supply cost estimates. HUD staff need give cost estimates only when such estimates are required by other instructions (e.g., workout or flexible subsidy instructions)

	Mainten- ance Needed (Y/N)	Urg- ency (H/M/L)	On Prior Report (Y/N)	Estimated Cost		Mainten- ance Needed (Y/N)	Urg- ency (H/M/L)	On Prior Report (Y/N)	Estimated Cost
Exterior Items Inspected					Interior Items Inspected				
1. Exterior Walls and Foundations	N				23. Floors, carpets, tiles	N			
2. Roofs, flashing, vents	N				24. Stairs, walkways, community spaces	N			
3. Gutters, downspouts, splashblocks	N				25. Cabinets, doors, closets, hardware	N			
4. Drives, parking lots, paving, curbs	N				26. Painting	N			
5. Walks, steps, guardrails	N				27. Curtains and shades	N			
6. Fences, walls, gates	N				28. Refrigerators and ranges	N			
7. Porches, balconies, fire escapes	N				29. Garbage disposal and exhaust fans	N			
8. Doors, windows, screens	N				30. Compactors and incinerators	N			
9. Garage and carports	N/A				31. Electrical fixtures and systems	N			
10. Lawns and plantings	N				32. Plumbing fixtures and systems	N			
11. Sprinkler and drainage system	N				33. Heating and air conditioning	N			
12. Exterior lighting	N				34. Hot water system, boiler room	N			
13. Exterior painting	N				35.				
14. Underground gas, water, sewage	N				Miscellaneous Items Inspected				
15. Security systems	N				36. Benches, play area and equipment	N			
16.					37. Laundry rooms	N			
Energy Efficiency Items Inspected					38. Storage, utility buildings	N			
17. Insulation	N				39. Elevators	N			
18. Caulking and weatherstripping	N				40. Project signs and office	N			
19. Storm doors and windows	N				41. Swimming pools	N/A			
20. Water saver devices	N				42. Exterminating	N			
21.					43. Fire extinguishers	N			
22.					44.				

Part C: Miscellaneous Observations. Answer each question. In Part E, describe any problem areas, corrective actions needed, or elaborate on these answers.

<p>1a. Surrounding neighborhood is: <input checked="" type="checkbox"/> Depressed <input type="checkbox"/> Average <input type="checkbox"/> Prosperous</p> <p>b. This condition is expected to: <input type="checkbox"/> Improve <input checked="" type="checkbox"/> Stay Same <input type="checkbox"/> Decline</p>	<p>2. Are project signs and access adequate? Yes No N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>3a. Is preventative maintenance adequate and timely? Yes No N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>b. Are any changes in maintenance procedures needed? Yes No N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>4a. If insurance loss drafts or replacement reserve funds were released for repairs, have those repairs been completed? Yes No N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>b. If no, is repair work progressing on schedule? Yes No N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	<p>5a. Have all repairs required by HUD or the mortgagee been completed? Yes No N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>b. If no, is repair work progressing on schedule? Yes No N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>6a. Have any major physical improvements been made during the last year? Yes No N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>b. Are any major physical improvements planned? Yes No N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>7. Is the project experiencing any significant occupancy problems? Yes No N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>*If "yes", describe them in Part E: Comments.</p>
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D: Evaluation

1. Overall Physical Condition

☐ Superior ☒ Satisfactory ☐ Below Average ☐ Unsatisfactory

2. Maintenance Policies and Practices

☐ Superior ☒ Satisfactory ☐ Below Average ☐ Unsatisfactory

Important in Part E, explain the basis for any below average or unsatisfactory rating.

Part E: Comments. Cross reference each comment to a line item in Part B, C or D of this report. Attach additional sheets, if needed.

Part
Line
Reference

Date
Closed

- 6. Fences under repair.
- 8. Glass on order for entry-way door.
- 39. Plan to replace all elevators in the near future.
- 6a. Have updated boiler rooms.

Owner needs to work on maintenance of small items. Seems to do a good job on large items i.e. elevators and boilers, but there seems to be lack of repairs on small items. Many of the apartments have small problems which the tenants do not report. When tenants do report needs, the work is done, but often the repairs are not performed satisfactorily. Owner has just replaced maintenance superintendant and is looking at the maintenance crew.

Recommendations

- 1. Work orders need to be checked by the supervisor.
- 2. Apartments need to be inspected more than once a year. Try semi-annual or quarterly inspections by superintendant.
- 3. Need to paint halls in Millford building.

Part F: Signatures

1. Inspection made by:

2. Inspection approved by:

1a. Title

1b. Date

2a. Title

2b. Date
8/17/90